

From: [Jennifer Woronets](#)
To: [Eric Blischke/R10/USEPA/US@EPA](#); [Chip Humphrey/R10/USEPA/US@EPA](#)
Cc: [Judy Smith/R10/USEPA/US@EPA](#); [Bob Wyatt](#); [Keith Pine](#); [Jennifer Woronets](#)
Subject: RE: Formatting of Electronic Deliverables (Draft BERA) - Accessible PDF of Draft BERA Posted
Date: 09/24/2009 06:38 PM

Eric, Chip,

The accessible PDF version of the draft BERA has been posted in the following location:

[Content](#) | [PHCP Files](#) | [Documents Under Review](#) | [2009-09-02_Draft BERA](#)
[2009-09-22 Draft BERA Accessible Version](#)

Please let us know if you have any questions.

Thank you,
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From: Blischke.Eric@epamail.epa.gov [mailto:Blischke.Eric@epamail.epa.gov]
Sent: Monday, September 21, 2009 1:24 PM
To: Bob Wyatt
Cc: Jennifer Woronets; Humphrey.Chip@epamail.epa.gov; Smith.Judy@epamail.epa.gov
Subject: Formatting of Electronic Deliverables (Draft BERA)

Bob, it has come to my attention that the draft BERA has not been properly formatted for posting on EPA's website. Issues with the format are outlined below:

1. The files are in folders, which kills the links. All files need to be in the same folder, and all files bookmarked together, or ideally the document provided in one file.
2. The initial view needs to be set to bookmarks panel and page
3. Properties, title, author, keywords need to be filled in
4. The document needs to be tagged
5. Links need to be added to the document

Please follow the attached guidelines and resubmit an electronic version of the draft BERA on a DVD or CD.. Please make sure that future submittals (e.g., draft HHRA and RI reports) are similarly formatted. If you have any questions about the formatting process, please do not hesitate to contact me. It may be useful for your formatting people to get in contact with our formatting person, Billy

Butler.

Thanks, Eric

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